

INVENTORY FEE INSTRUCTIONS

Due Date: March 1 (annually)

Associated Reporting Deadline: Annual §312/§797 inventory report on the Maine Chemical Inventory Reporting Form

Amount of Fee: Dependent upon average daily amount of inventory

The inventory fee is based upon the **sum of the average daily amounts** of each chemical you report stored during the previous calendar year. There are three schedules used in determining those fees based upon the classification of that chemical and the nature of business at your facility.

Part I: Extremely Hazardous Substance Fees

Under EPCRA, U.S. EPA was mandated to produce a list of chemicals for which planning in local communities and facilities would be required. The chemicals on the list are known as Extremely Hazardous Substances (EHSs) and they have threshold planning quantities (TPQs) of 500 pounds or the EPA established TPQ, **whichever is lower**. The list of Extremely Hazardous Substances may be found in 40 CFR Part 355 or the Title III "List of Lists" (available at no charge from the Maine Emergency Management Agency).

To complete the worksheet, determine which substances located (stored) at the facility are Extremely Hazardous Substances (EHSs). For each EHS, total the weights of the "Average Daily Amounts in storage" as reported in Section 3 for each "LOCATION" on your Maine Chemical Inventory Reporting Form. Use the table below (Schedule A) to determine the fee for **each** EHS and enter that amount in the Fee column. Do not combine the weights of different EHSs.

Total average daily amounts of:	Fee
less than 99 lbs.	\$ 20
100 - 999 lbs.	\$ 50
1,000 - 9,999 lbs.	\$ 70
10,000 - 99,999 lbs.	\$100
100,000 - 999,999 lbs.	\$150
greater than 1,000,000 lbs.	\$200

Schedule A: Extremely Hazardous Substance Fees

Part II: Hazardous Chemical Fees

All other chemicals that you report on the Maine Chemical Inventory Reporting Form which have TPQs of 10,000 pounds are known as Hazardous Chemicals (HCs).

Determine which substances located (stored) at the facility are Hazardous Chemicals (HCs). For each HC, total the weights of the "Average Daily Amounts in storage" as reported on your Maine Chemical Inventory Reporting Form. Use the table below (Schedule B) to determine the fee for **each** HC. Enter the name and average daily amount from the Chemical Inventory Reporting form for each EHS. Do not combine the weights of different HCs.

Total average daily amounts of:	Fee
less than 10,000 lbs.	\$ 0
10,000 - 99,999 lbs.	\$ 50
100,000 - 999,999 lbs.	\$ 75
greater than 1,000,000 lbs.	\$200

Schedule B: Hazardous Chemical Fees

If you are a **retail marketer of petroleum products** (i.e., gas station, fuel oil dealer, etc.) then the fees on the petroleum products which you report are different from the previous schedule. For petroleum products reported only by retail marketers, the fee schedule (Schedule C) is shown below.

Total average daily amounts of:	Fee
0 - 75,000 lbs.	\$ 0
75,001 - 99,999 lbs.	\$ 50
100,000 - 999,999 lbs.	\$ 75
greater than 1,000,000 lbs.	\$100

Schedule A: Extremely Hazardous Substance Fees

This fee exemption does not apply to wholesale or bulk distributors of petroleum products or to facilities who keep reportable quantities of petroleum products for their private or business use.

Complete the attached Inventory Fee Work Sheet by writing in the name of the chemical and total average daily amount in storage from the Chemical Inventory Reporting Form, and fee amount from Schedule B or C above.

If you are reporting for more than one facility, remember to treat each facility as a separate unit and do not combine chemical amounts from the various facilities. **FEES ARE ASSESSED PER CHEMICAL PER FACILITY.**

Return the Inventory Fee Work Sheet with your payment to:

Department of Defense, Veterans and Emergency Management
Attn: SERC/MEMA
104 State House Station
Augusta, Maine 04333-0104

INVENTORY FEE WORK SHEET

This work sheet is for:

Facility name: _____

Physical location: _____

City/town: _____ State: _____ County: _____ Zip: _____

Due March 1

Year _____

For Reporting

Year _____

List each chemical which you are required to report under §312/§797 on the Maine Chemical Inventory Reporting Form. Use this sheet to calculate your inventory fee.

For Extremely Hazardous Substances, use fee Schedule A

	Extremely Hazardous Substance (name)	Total Avg. Daily Amt. (lbs.)	Fee
1			\$
2			
3			
4			
5			
	Subtotal for EHS Chemicals		\$

For Hazardous Chemicals, use fee Schedule B or

G Check here if you are a **retail petroleum marketer** and use fee Schedule C.

	Hazardous Chemical (name)	Total Avg. Daily Amt. (lbs.)	Fee
1			\$
2			
3			
4			
5			
6			
7			
	Subtotal for Hazardous Chemicals		\$
	Total Inventory Fee (EHS and Hazardous Chemicals)		\$

Return this form with your payment to:

Check # _____

Department of Defense, Veterans and Emergency Management
Attn: SERC/MEMA
104 State House Station
Augusta, Maine 04333-0104

Check Date _____

MAKE CHECKS PAYABLE TO "TREASURER, STATE OF MAINE"

DO NOT SEND CASH

PLEASE KEEP A COPY FOR YOUR RECORDS